



Department of Corrections and Rehabilitation

**NOTICE OF CHANGE TO
DEPARTMENT OPERATIONS MANUAL**

**CHAPTER 4, ARTICLE 38,
ELECTRONIC MAIL**

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The purpose of this document is to provide all Department Operations Manual (DOM) holders with information regarding a new policy: Chapter 4, Article 38 – Electronic Mail.

This policy establishes the Department's position on the use and management of e-mail and provides guidance on its acceptable use, management, administration, and oversight.

Please inform all persons concerned of the contents of this notice, which shall be maintained and utilized until it is incorporated into the next online edition of the DOM. If you have any questions, please contact Holly Gailey, Enterprise Information Systems, at (916) 358-2327.

Original Signed By:

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